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**ARIZONA DEPARTMENT OF ECONOMIC SECURITY**

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Jane Dee Hull  
Governor

John L. Clayton  
Director

June 14, 2002

**WIA GUIDANCE LETTER #09-02**

**SUBJECT:** Reciprocal Agreement between Arizona and Utah - Statewide Eligible Training Provider Lists

**REFERENCE:** P.L. 105-220 Workforce Investment Act (WIA) of 1998, §122(e)(5) and §134(d)(4); 20 CFR Part 652 et al. §663.585 of WIA Final Rules dated August 11, 2000

**BACKGROUND:** Under WIA, one of the ways states are permitted to broaden training options for eligible adults and dislocated workers is through state-to-state reciprocal agreements. These agreements permit training providers of each state to accept the Individual Training Accounts (ITAs) of the other state, thus providing WIA participants training choices that include each state's list of eligible training providers and programs. Arizona has recently completed such an agreement with the State of Utah.

The Arizona/Utah Reciprocal Agreement permits qualifying Utah participants to use their ITAs to enroll in programs of training identified on Arizona's Eligible Training Provider List (ETPL). Likewise, Arizona has agreed to permit its qualifying participants to enroll into training identified on Utah's ETPL. Terms of the agreement are subject to all eligibility requirements related to training services under WIA, as well as Arizona's and Utah's ETPL policies, and the policies of the Local Workforce Investment Areas (LWIAs) in each state. Therefore, each state acknowledges the authority of the other in terms of arranging out-of-state ITA's.

Enclosed is a copy of the signed Arizona/Utah Reciprocal Agreement. Utah's ETPL is accessible on the Internet at <http://jobs.utah.gov/services/wiaapproved.pdf>, and is also included as a link on Arizona's ETPL web site at <http://www.ade.az.gov/arizonaheat>.

**ACTION REQUIRED:** We strongly encourage the state's LWIAs to utilize Utah's ETPL when appropriate, and coordinate training referrals with Utah's One-Stop staff, to ensure that each eligible WIA participant receives training which meets his/her needs and the needs of the LWIA. Please distribute this information to all staff responsible for activities related to the state's ETPL.

If you need additional information, please contact Ms. Pat Gregan, Planning and Program Development Manager, at (602) 542-2490.

Sincerely,

Stan Flowers  
Program Administrator (Actg)  
Workforce Development Administration

SF:PG:kds

Enclosure (1)

## Reciprocal Agreement Between Utah and Arizona to Increase Customer Access to Training Offered by WIA Eligible Training Providers

The States of Utah and Arizona enter into this reciprocal agreement to broaden the choice of training options and training localities available to eligible adults and dislocated workers who qualify for Workforce Investment Act (WIA) Title I-B Individual Training Account's (ITA's).

WIA Section 122(e)(5) encourages states to enter into reciprocal agreements to permit eligible providers of training services in a state to accept ITA's provided in another state.

## Agreement


Utah and Arizona each agree to maintain a publicly accessible statewide WIA Eligible Training Providers List (ETPL).

To increase customer choice, the State of Utah agrees to permit qualifying Utah residents to use their ITA's to enroll in a program of training identified on the State of Arizona's ETPL. Final approval for using a Utah funded ITA at an Arizona school rests with Utah's One-Stop operators [Utah Department of Workforce Services]. In arranging out-of-state ITA vouchers, the Utah Department of Workforce Services must follow the requirements of WIA Section 134(d)(4), Utah WIA policies, and area Workforce Investment Board ITA policies. The area policies may affect the terms of an individual training plan and individual financial feasibility plan, and may be more restrictive concerning out-of-state ITA's.

To increase customer choice, Arizona similarly agrees to permit qualifying Arizona residents to use ITA's to enroll in a program of training identified on the State of Utah's ETPL. Final approval for using an Arizona funded ITA at a Utah school rests with Arizona's WIA program operators. In arranging out-of-state ITA vouchers, the Arizona WIA program operators must follow the requirements of WIA Section 134(d)(4), Arizona WIA policies, and Local Workforce Investment Board ITA policies. The local policies may affect the terms of an individual training plan and individual financial feasibility plan, and may be more restrictive concerning out-of-state ITA's.

This reciprocal agreement between the States of Utah and Arizona shall be in effect from the date the signatory process is complete and until modified or rescinded.

This agreement may be rescinded when (1) either party provides 30-day written notification to the other of its intent to rescind the agreement, or (2) both parties agree in writing to rescind the agreement by a mutually agreed upon date.

  
Raylene Ireland Date  
Executive Director  
Utah Department of Workforce Services

Stan Flowers May 10, 2002  
Stan Flowers Date  
Program Administrator (Actg)  
Arizona Department of Economic Security  
Workforce Development Administration